

**Town of Brentwood  
Budget Committee Meeting  
Minutes of December 22, 2008**

Present: Jane Byrne Chairman, Tracie May, Jeff Bryan Selectmen's Rep, Elyse Seeley, and Bob Mantegari. Also in attendance to present the Swasey School budget were: Joan Ostrowski, Ann Marie Chesno, Walter Pierce, Peter Reed and SAU Asst Superintendent Tony Baldasaro.

The meeting was called to order at 7:00 PM

**Prior meeting minutes approved**

Jeff made a motion to accept the 11/24/08 minutes. The motion was seconded by Bob and carried.

**Prior "Punch List" Items reviewed:**

1. OPEN - Recreation Dept. revenue detail report received – raises additional questions.
  - Why is a revolving fund still in use? Jeff provided the dept.'s income report from the Town Treasurer. The Rec. dept. is requesting \$42K for operations has \$39K in the revolving fund, why is the request not for \$3K?
2. OPEN - Elyse to get a list of SAU items that could adversely impact the Brentwood 2009 Town budget.
3. OPEN – See below. [Jason to follow up with School Comm. 1.) amount of funds returned to the Town from SAU16 and Swasey; 2.) get a clear understanding of the following line items: Support Services Other - Retirement Certified and Retirement Non-certified. And, re: salary line for Special Educ Aides, Principal Ostrowski is looking into the run rate (appears to be an error).]

**Town of Brentwood Budgets (Jeff Bryan).** Review of Selectman's decisions at their 11/25 meetings for 2009 dept. budgets. Discussion/questions centered on the following items:

**Brentwood School Board. (presented by Principal Ostrowski).**

1. Overall budget increase of 3.8% presented. Salary increases attributable to contract @ +3%. In addition, requesting 3.0% COLA. (It was pointed out that the Town employee COLA rate is 2.3%.) Principal Ostrowski shared that Brentwood teachers are requesting the lowest raises across SAU16. The FT teachers also contribute 25% of the cost for medical premiums – the highest in SAU16.
2. The increase in temporary instruction (substitutes) +13.3% should be expected to continue as it has in recent years.
3. Support staff get the same increase as FT teachers.
4. Guidance salaries are down due to a shift in the resource to bring the Psychologist salary to a FT, 100% funded position. Another shift in salaries brings the 85% funded Librarian position to FT by adding responsibilities for technology instruction – this is needed since the Computer instructor was voted down at Town Meeting in the 2008 budget cycle.

**Cooperative Advisory Board (Elyse Seeley).** No update on budget will be available until January.

**Other (Elyse Seeley).** Suggested that Budget Committee members tour town properties and Swasey to gain historical and current perspective on condition of buildings and grounds, an understanding of maintenance issues and capital needs, and gives the Committee perspective on operations and operating costs in general.

- UPDATE. Tracie received 2 lists of addresses of properties and lots belonging to the town. Due to time limitations this issue will be addressed at a future meeting.

**Next meetings:** January 12, 29 and 26<sup>th</sup>.

The meeting adjourned at 9:20.

Minutes taken and reported by Tracie M May